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**From:** Hurlid, Kathy [Hurlid.Kathy@epa.gov]  
**Sent:** 8/24/2020 12:33:06 PM  
**To:** Beck, Whitney [beck.whitney@epa.gov]; McDavit, Michael W. [Mcdavit.Michael@epa.gov]  
**Subject:** RE: For Action - Update/create hearing prep fact sheets  
**Attachments:** FL Congressional Fact Sheet Draft 08-21-2020.docx

Whitney, just a few tweaks, not sure we need the bubbles, by the time this is posted, I'm sure we'll have said it is complete, if not, we can pull this back for an update.

Please make changes and send to Tom for review/comment. Thanks, Kathy

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**From:** Beck, Whitney <beck.whitney@epa.gov>  
**Sent:** Friday, August 21, 2020 6:03 PM  
**To:** McDavit, Michael W. <Mcdavit.Michael@epa.gov>; Hurlid, Kathy <Hurlid.Kathy@epa.gov>  
**Subject:** RE: For Action - Update/create hearing prep fact sheets

Hey Kathy,

I took a stab at the FL fact sheet (for review Monday am). I took to heart the directive to update as little language as possible so did some cutting/re-shuffling from the DA TPs fact sheet we wrote earlier this week.

Note two areas are in flux that will affect the language, and should be evaluated at the time the fact sheet leaves OWOW:

- ESA/NHPA language
- Status of Florida's request (dependent on completeness determination)

Do you want me to send to Tom & Rosemary for concurrent review? Mike, just flagging for you we might be past your 12pm deadline since we'd like to coordinate with R4 and make sure they're okay with the language.

Best,  
Whitney

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**From:** McDavit, Michael W. <Mcdavit.Michael@epa.gov>  
**Sent:** Thursday, August 20, 2020 3:50 PM  
**To:** Hurlid, Kathy <Hurlid.Kathy@epa.gov>; Beck, Whitney <beck.whitney@epa.gov>; Kasperek, Lauren <kasperek.lauren@epa.gov>; Christensen, Damaris <Christensen.Damaris@epa.gov>  
**Cc:** Emma Maschal <elmaschal@gmail.com>  
**Subject:** FW: For Action - Update/create hearing prep fact sheets  
**Importance:** High

Hi Kathy, Whitney, Lauren and Damaris,

See below for the Factsheets that need updating or creation. I put your names next to the ones that are needed. Please get to me by noon on Monday so that I can review before sharing with Mindy.

Thanks,

Mike

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**From:** Eisenberg, Mindy <[Eisenberg.Mindy@epa.gov](mailto:Eisenberg.Mindy@epa.gov)>

**Sent:** Wednesday, August 19, 2020 9:06 AM

**To:** Weiler, Katherine <[Weiler.Katherine@epa.gov](mailto:Weiler.Katherine@epa.gov)>; Benson, Robert <[Benson.Robert@epa.gov](mailto:Benson.Robert@epa.gov)>; McDavit, Michael W. <[Mcdavit.Michael@epa.gov](mailto:Mcdavit.Michael@epa.gov)>

**Subject:** FW: For Action - Update/create hearing prep fact sheets

**Importance:** High

Hey All,

We have been asked to update or create hearing fact sheets for Wheeler. Please see email from Stephanie with instructions on format and the ones for OWCD. Please send them to me by COB Monday. Let me know if you have any questions.

Thanks!

Mindy Eisenberg

Associate Director, Oceans, Wetlands & Communities Division

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**From:** Santell, Stephanie <[Santell.Stephanie@epa.gov](mailto:Santell.Stephanie@epa.gov)>

**Sent:** Tuesday, August 18, 2020 6:45 PM

**To:** Frazer, Brian <[Frazer.Brian@epa.gov](mailto:Frazer.Brian@epa.gov)>; Eisenberg, Mindy <[Eisenberg.Mindy@epa.gov](mailto:Eisenberg.Mindy@epa.gov)>; Wall, Tom <[Wall.Tom@epa.gov](mailto:Wall.Tom@epa.gov)>; Robiou, Grace <[Robiou.Grace@epa.gov](mailto:Robiou.Grace@epa.gov)>

**Cc:** Goodin, John <[Goodin.John@epa.gov](mailto:Goodin.John@epa.gov)>; Connors, Sandra <[Connors.Sandra@epa.gov](mailto:Connors.Sandra@epa.gov)>; Highsmith, Damon <[Highsmith.Damon@epa.gov](mailto:Highsmith.Damon@epa.gov)>; Dickens, Sandy <[Dickens.Sandy@epa.gov](mailto:Dickens.Sandy@epa.gov)>

**Subject:** For Action - Update/create hearing prep fact sheets

**Importance:** High

All,

We have officially begun the revision process for the congressional hearing fact sheets. As Greg points out below, this update is part of the new process put in place by the IO to revise these documents on a quarterly basis, as they are used for purposes beyond congressional hearings (SOP attached).

**We need to update or create the following fact sheets:**

1. Florida CWA 404 Assumption Request [NEW] Kathy, Whitney
2. NEP (given new set aside) (OCIR suggested) [NEW]
3. Urban waters (given new Rio Salado) (OCIR suggested) [NEW]
4. Gold King Mine/San Juan River Watershed
5. Western Lake Erie Basin Ohio and Michigan CWA 303D Impaired Waters
6. VIDA
7. TFW
8. Addressing Nutrient Pollution
9. WOTUS Damaris
10. 401 Lauren, Emma
11. 404g Kathy

The zip file contains the most recent versions used by the Administrator in his May 20, 2020 SEPW hearing. *Please pull them from this file, since we are not collaborating on edits across Divisions and can control versions in hard copy.*

As you update, please adhere to the SOP:

- Updated versions should show the redline changes compared to the May 2020 hearing version. Do not send us clean versions – all changes should be left in track changes.
  - Do not significantly rewrite your fact sheets unless a rewrite is needed to reflect a major change in status.
  - Please make edits based on what you expect to happen by Mid-September.
- New versions should follow the same template and draw from [Water Press Releases](#) and [OW issued Press Releases](#).
- Please mark all sheets as internal/deliberative in the header. See attachment: header-footer.docx for the headers and footers that need to be added to each sheet.
- All edits must be approved by the OD. Per the SOP, the name of the final approver should be made in the footer of the fact sheet to document approvals. Please make a note in the footer if final approval has been delegated to someone other than the OD (*in this case, Sandra as DOD since John is out*).

**Please send all new/revised word documents to DAMON by COB August 25.** I will be out of the office the week of the 24<sup>th</sup>.

Let me know if you have questions. For more details, see Greg's note below.

Stephanie

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**From:** Spraul, Greg <[Spraul.Greg@epa.gov](mailto:Spraul.Greg@epa.gov)>

**Sent:** Tuesday, August 18, 2020 2:23 PM

**To:** Anderson, William <[Anderson.William@epa.gov](mailto:Anderson.William@epa.gov)>; Santell, Stephanie <[Santell.Stephanie@epa.gov](mailto:Santell.Stephanie@epa.gov)>; Corr, Elizabeth <[Corr.Elizabeth@epa.gov](mailto:Corr.Elizabeth@epa.gov)>; Lalley, Cara <[Lalley.Cara@epa.gov](mailto:Lalley.Cara@epa.gov)>; Girard, Alexander <[girard.alexander@epa.gov](mailto:girard.alexander@epa.gov)>; Nitsch, Chad <[Nitsch.Chad@epa.gov](mailto:Nitsch.Chad@epa.gov)>; Wise, Allison <[Wise.Allison@epa.gov](mailto:Wise.Allison@epa.gov)>; Schuster, Cindy <[Schuster.Cindy@epa.gov](mailto:Schuster.Cindy@epa.gov)>

**Subject:** Deadline COB 8/27 - Update/create hearing prep fact sheets

Bill, Stephanie, Elizabeth, Cara, Chad (R3), Allison (R4), Alexander (R5), and Cindy (R10),

In May of this year, OW finalized the attached SOP to ensure hearing prep fact sheets are kept up-to-date. The SOP calls for the library of fact sheets to be updated once a quarter in the absence of an upcoming hearing as a driver. Please read and follow the SOP. This email initiates the quarterly fact sheet library update process as directed in the SOP. These sheets are used for hearings but they are also used as briefing papers for multiple other purposes. Thank you for helping to keep our library current! This update process will ensure we have current fact sheets for any hearings or other important engagements this fall.

The list of fact sheets requiring either an update or a new sheet and the office/region responsible for that sheet is found in the following attachment: OW Hearing Fact Sheets – Assignments.docx

HQ offices, thank you for your input on the list. Please take note of the sheets you are assigned and let me know if you have questions or if you think a sheet needs a different assignment. If a sheet has two offices listed, the office with the blue highlight will take the lead. We also received permission from OCIR to update a few of the important sheets owned by other AAships or Regions. Those sheets are shown on the list on the bottom of page 2. I will inform the sheet owners of our efforts through my contacts and I would ask you to please work with your counterparts in those offices/regions as you update the sheets not owned by OW. For example, OWM

should work with OGC on the Conduit/Maui sheet and OST should work with ORD on the PFAS Tox assessment sheet.

The library of fact sheets requiring updates can be found in the attached .zip file or in the following [OneDrive folder](#). These are the most recent versions used by the Administrator in his May 20, 2020 SEPW hearing. As you update, please adhere to the SOP that requires the updated version to show the redline changes compared to this May 2020 hearing version. **Do not send clean versions.**

Also, as you update, please do not significantly rewrite your fact sheets unless a rewrite is needed to reflect a major change in status. **Please make edits based on what you expect to happen by Mid-September.** For example, if 3 WIFIA loans are expected to close by Sept 1, **update the sheet based on that expectation.** Per the SOP, edits must be approved by your OD or RA prior to sending to me. Per the SOP, please include the name of your final approver (OD or RA) and other approvers in the footer of the fact sheet to document approvals. Please make a note in the footer if final approval has been delegated to someone other than the OD or RA. Per the SOP, please mark all sheets as internal/deliberative in the header. See the attachment: header-footer.docx for the headers and footers that need to be added to each sheet. Please also leverage press releases as a great source of approved messaging. See: [Water Press Releases](#) and [OW issued Press Releases](#).

Please send me OD/RA approved fact sheets by COB August 27. The full schedule is below:

- 1) Offices/Regions Update and Create Fact Sheets (7 business days)
  - i. August 18-27
- 2) Senior Advisor for Congressional Affairs review (3 business days)
  - i. August 28-September 1
- 3) OW Senior Leadership review (4 business days)
  - i. September 2-7
- 4) AA for Water review (5 business days)
  - i. September 8-14

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